



## **PARKS & RECREATION COMMISSION MEETING**

**Council Chambers  
200 H Street  
Antioch, CA 94509**

**Thursday  
January 21, 2015  
7:00 p.m.**

### **AGENDA**

#### **I. CALL TO ORDER**

#### **II. PLEDGE OF ALLEGIANCE**

#### **III. ROLL CALL**

#### **IV. PUBLIC COMMENTS**

Residents are given the opportunity to address the Commission on Park and Recreation issues not on the regular agenda.

#### **V. APPROVAL OF MINUTES**

Recommended Action:

1. Motion to approve annotated agenda minutes of the Parks and Recreation Commission meeting of November 19, 2015.

#### **VI. BUSINESS**

1. Appointment of Commission Chair for 2016
2. Appointment of Commission Vice-Chair for 2016
3. Adopt a 2016 Meeting Schedule
4. Adopt a Resolution of Local Support for the Article 3 Pedestrian/Bicycle Project Grant Application for Curb Ramps, Sidewalk, and Bicycle Improvements at Various Locations (P.W. 409-5)
5. Presentation and Informational Report on 2015 Recreation Sports Program

#### **VII. COMMUNICATIONS (Announcements and Correspondence)**

1. Staff
2. Commission Communication

#### **VIII. ADJOURNMENT**

*The meetings are accessible to those with disabilities. Auxiliary aides will be made available for persons with hearing or vision disabilities upon request in advance at (925) 779-7078 or TDD (925) 779-7081. Agenda and related writings provided to Commission members are available for viewing by the public during normal office hours at the Antioch Community Center, located at 4703 Lone Tree Way, Antioch, CA 94531, as well as at the Committee meeting. Individuals may view the agenda and related writings on the City of Antioch website: [www.ci.antioch.ca.us](http://www.ci.antioch.ca.us)*



## PARKS & RECREATION COMMISSION MEETING

Council Chambers  
200 H Street  
Antioch, CA 94509

Thursday  
November 19, 2015  
7:00 p.m.

### ANNOTATED AGENDA

#### I. CALL TO ORDER

*Call to Order by Chair Immekus at 7:00 pm*

#### II. PLEDGE OF ALLEGIANCE

*Chair Immekus led the Pledge of Allegiance*

#### III. ROLL CALL

*Commissioners Present: Cook, J. Farr, K. Farr, Knight, McClelland, Immekus*

*Commissioners Absent: Soliz*

*Staff Present: Mike Bechtholdt, Deputy Public Works Director/Operations*

*Nancy Kaiser, Parks and Recreation Director*

#### IV. PUBLIC COMMENTS

Residents are given the opportunity to address the Commission on Park and Recreation issues not on the regular agenda.

*There were no public comments*

#### V. APPROVAL OF MINUTES

Recommended Action:

- 1) Motion to approve annotated agenda minutes of the Parks and Recreation Commission meeting of October 15, 2015.

*Motion to Approve Minutes for Meeting of October 15, 2015*

*6 Yes / 0 No / 1 Absent*

#### VI. BUSINESS

- 1) Presentation by First 5 and East County Regional Group: schedule and activities planned for the Contra Loma Estates Neighborhood Park Ribbon-Cutting on November 21, 2015.

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*A verbal presentation was provided by Rhea Laughlin, Janet Costa, and Freddy León who represented the East County Regional Group and First Five. The speakers invited commissioners to the playground celebration scheduled for November 21, 2015 and shared their vision for future collaborative projects and programs.*

2) Report on Final Recommendation for Disc Golf Opportunities in Antioch Neighborhood and Community Parks.

*Motion to Approve a Recommendation to seek temporary disc golf opportunities in Antioch including a program and demonstration for teaching disc golf to interested residents, such as a one day event.*

6 Yes / 0 No

3) Consider a winter meeting break in December 2015.

*Motion to Approve Cancellation of December 16, 2015 meeting.*

6 Yes / 0 No

**VII. COMMUNICATIONS** (Announcements and Correspondence)

1) Staff

*Recreation staff announced that winter programs are underway. Staff is preparing the facility maintenance plan for late December. The Antioch Community Center will be closed December 28 – January 2 for annual repairs and maintenance. The interviews for Recreation Program Coordinator are taking place mid-December. The public works staff continues planning for the rain season. This time of year they focus on cleaning ditches and gutters, and checking irrigation for undetected leaks. The monthly Neighborhood Clean-Up event will be at Prewett Community Park the first Saturday in December; meet at the Water Park.*

2) Commission Communication

*Several commissioners commented on the positive interaction they have experienced while visiting parks; residents are helping to keep parks and trails clean.*

**VIII. ADJOURNMENT**

*The meeting adjourned at 8:10 pm. The next regular meeting is January 21, 2016.*

*The meetings are accessible to those with disabilities. Auxiliary aides will be made available for persons with hearing or vision disabilities upon request in advance at (925) 779-7078 or TDD (925) 779-7081. Agenda and related writings provided to Commission members are available for viewing by the public during normal office hours at the Antioch Community Center, located at 4703 Lone Tree Way, Antioch, CA 94531, as well as at the Committee meeting. Individuals may view the agenda and related writings on the City of Antioch website: [www.ci.antioch.ca.us](http://www.ci.antioch.ca.us)*



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 21, 2016

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director

*Nancy Kaiser*

**SUBJECT: APPOINTMENT OF COMMISSION CHAIR FOR 2016**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission appoint a Chairperson for 2016.

**DISCUSSION**

The Commission Chairperson oversees the meetings throughout the year, and may occasionally represent the Commission and City at official functions.

*VI-1*

Agenda Item #



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 21, 2016

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*

**SUBJECT:** **APPOINTMENT OF COMMISSION VICE-CHAIR FOR 2016**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission appoint a Vice-Chairperson for 2016.

**DISCUSSION**

The Commission Vice-Chairperson acts in the absence of the Chairperson, and may occasionally represent the Commission and City at official functions.

**VI-2**

Agenda Item #



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 15, 2015

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*

**SUBJECT:** **ADOPT A 2016 MEETING SCHEDULE**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission adopt a meeting schedule for 2016.

**DISCUSSION**

The Parks and Recreation Commission meets regularly on the third Thursday of each month in the Council Chambers at 7:00pm. There may be special meetings or functions occasionally during the year. The Commission may choose to follow the example of City Council and implement a summer break, and a year-end holiday break. If the Commission follows a City Council schedule that would allow for ten regular meetings in 2016.

In 2015, The Parks and Recreation Commission held ten regular meetings and one special meeting thereby meeting the goal set in January 2015. Adopting a meeting schedule at the beginning of the calendar year will aid staff and commissioners with planning and scheduling items for discussion and approval.



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 21, 2016

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Ahmed Abu-Aly, Associate Engineer *AA*

**REVIEWED BY:** Lynne Filson, Assistant City Engineer *LF*

**APPROVED BY:** Ron Bernal, Public Works Director/City Engineer

**SUBJECT:** Resolution of Local Support for the Article 3 Pedestrian/Bicycle Project Grant Application for Curb Ramps, Sidewalk, and Bicycle Improvements at Various Locations (P.W. 409-5)

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission, as the Pedestrian and Bicycle Advisory Committee (PBAC) for the City of Antioch, adopt the attached Resolution of Local Support for the Transportation Development Act (TDA) Article 3 Pedestrian/Bicycle Project Funds application for new curb ramps and sidewalks at: "A" Street from Beede Way to Wilbur Avenue; Cavallo Road at East 13th Street; "G" Street at Marsh Middle School; Putnam Street from Contra Loma Boulevard to Mission Drive and Carpinteria Drive from Graphite Court to Garrow Bridge.

**DISCUSSION**

On January 12, 2016, the City Council approved a resolution of support to submit an application requesting an allocation of the Transportation Development Act (TDA) Article 3 Pedestrian/Bicycle Project Funds to install new curb ramps and sidewalk improvements at: "A" Street from Beede Way to Wilbur Avenue; Cavallo Road at East 13th Street; "G" Street at Marsh Middle School; Putnam Street from Contra Loma Boulevard to Mission Drive and Carpinteria Drive from Graphite Court to Garrow Bridge.

The new curb ramps, sidewalks and bicycle lanes will improve pedestrian and bicycle access and facilitate accessibility to nearby schools, trails, and business areas. The Metropolitan Transportation Commission (MTC) requested that, in addition to the City Council resolution of support, the project sponsor submit documentation of review, discussion and support by the City PBAC with the application for federal funding for this project.

**ATTACHMENTS**

A: Resolution  
B: Map

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**ATTACHMENT "A"**

**RESOLUTION NO. 2016/\*\***

**RESOLUTION OF THE CITY PARKS AND RECREATION COMMISSION  
OF THE CITY OF ANTIOCH, ACTING AS THE CITY OF ANTIOCH PEDESTRIAN AND  
BICYCLE ADVISORY COMMITTEE, IN SUPPORT OF THE  
REQUEST TO THE METROPOLITAN TRANSPORTATION COMMISSION (MTC) FOR  
THE ALLOCATION OF FISCAL YEAR 16/17 TRANSPORTATION DEVELOPMENT ACT  
(TDA) ARTICLE 3 PEDESTRIAN/BICYCLE PROJECT FUNDING  
P.W. 409-5**

**WHEREAS**, on August 11, 2015, the Antioch City Council appointed the Parks and Recreation Commission as the Pedestrian and Bicycle Advisory Committee (PBAC) for the City of Antioch; and

**WHEREAS**, at a noticed meeting of the Parks and Recreation Commission on January 21, 2016, the Commission, acting as the PBAC, reviewed, discussed, and supported the application for Fiscal Year 16/17 Transportation Development Act Article 3 funding consisting of:

- "A" Street from Beede Way to Wilbur Avenue curb ramps and island modifications;
- Cavallo Road at East 13th Street sidewalk gap closure;
- "G" Street at Marsh Middle School curb ramps and miscellaneous path of travel improvements;
- Putnam Street from Contra Loma Boulevard to Mission Drive sidewalk gap closure;
- Carpinteria Drive from Graphite Court to Garrow Bridge bicycle lane and sidewalk;

And;

**WHEREAS**, the City of Antioch desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists;

**NOW, THEREFORE, BE IT RESOLVED**, that the project was reviewed on January 21, 2016 by the Parks and Recreation Commission, the designated PBAC for the City of Antioch and the designated representative, Lynne Filson, Assistant City Engineer, is familiar with the bicycle and pedestrian needs of the City of Antioch; and furthermore, be it

**RESOLVED**, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of Contra Costa County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the Parks and Recreation Commission of the City of Antioch, acting as the City's PBAC, at a regular meeting thereof held on the 21<sup>st</sup> day of January, 2016 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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**NANCY KAISER  
CLERK TO THE PARKS AND  
RECREATION COMMISSION**





**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 21, 2016

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*

**SUBJECT:** **PRESENTATION AND INFORMATIONAL REPORT ON 2015  
RECREATION SPORTS PROGRAM**

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The Antioch Recreation Staff will make a presentation on the community sports program including a summary of 2015 such as the number of sports participants, the number and types of field reservations, and the revenue earned from youth and adult programs. Staff will also provide a quick look at what is planned for 2016 including challenges of the program and new recreation opportunities.

*V1-5*

Agenda Item #